

Homeland Security Exercise and Evaluation Program



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Homeland Security Exercise and Evaluation Program (HSEEP)

- Standardizes exercise design, development, conduct, and evaluation for all (National-level, Federal, State, local) exercises
- Establishes common language and concepts to be adopted and used by various agencies and organizations
- Meets the National Response Plan (NRP) and National Incident Management System (NIMS) goals
- Synchronizes all exercises in the Nation
- Provides tools and resources for States and local jurisdictions to establish self-sustaining exercise programs



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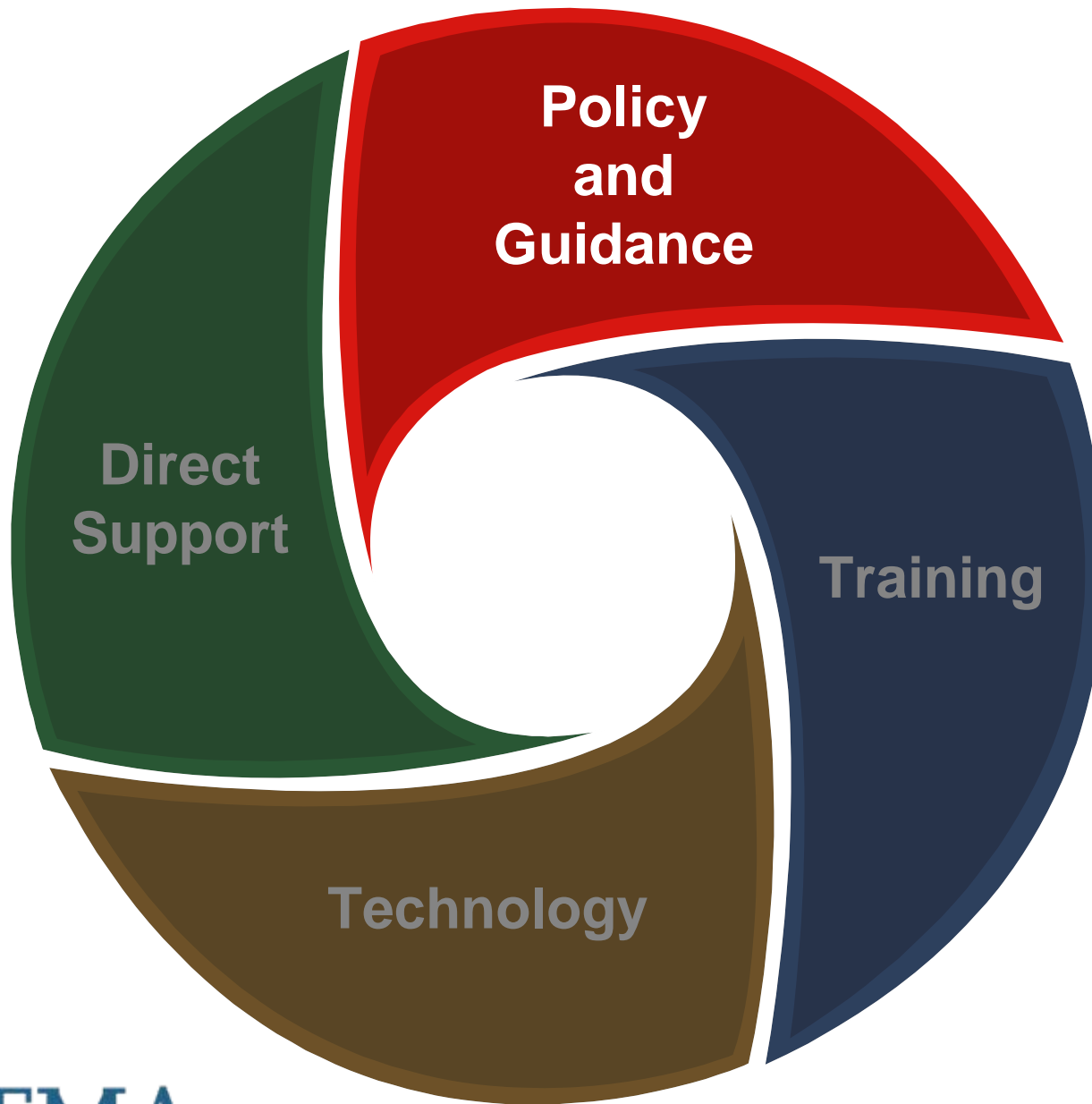


HSEEP Components

- HSEEP addresses the range of exercise evaluation issues through a blended approach involving four related program areas:
 - Policy and Guidance—Providing the strategic direction for exercise and evaluation programs Nationwide
 - Training—Offering courses and tutorials on the many HSEEP plans, policies, and requirements
 - Technology—Ensuring that Federal, State, and local jurisdictions have the tools necessary to plan and implement exercise programs
 - Direct Support—Supporting jurisdictions across the Nation through funding, training, and other exercise support



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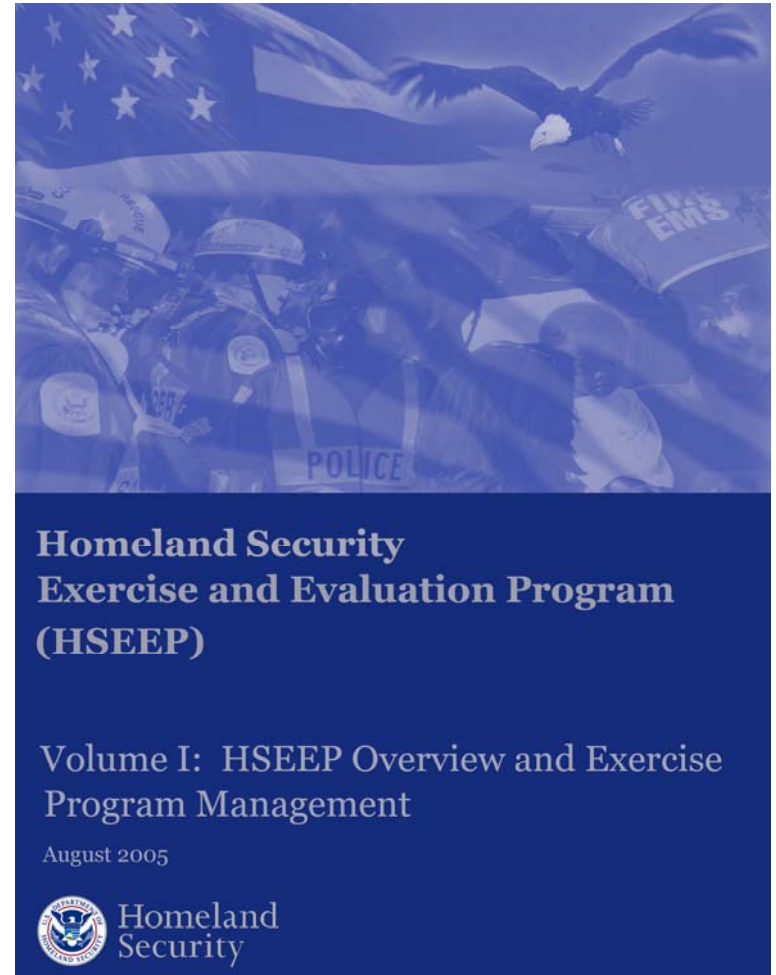


HSEEP Volumes

- *Volume I: Overview and Exercise Program Management*
- *Volume II: Exercise Planning and Conduct*
- *Volume III: Exercise Evaluation and Improvement Planning*
- *Volume IV: Sample Exercise Documents and Formats*
- *Volume V: Prevention Exercises (Draft)*



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HSEEP Coordination

- DHS has sought both Intra- and Inter-Agency HSEEP buy-in through and National Exercise Program (NEP) Charter and Implementation Plan:
 - Addresses Katrina Report recommendations
 - Distributed HSEEP Volumes for Intra- and Inter-Agency Review
 - Provides framework for Federal Inter-Agency exercise coordination
 - Establishes Five Year Exercise Schedule
 - Mandates HSEEP as standardized methodology and policy for all Intra-agency exercises
 - Establishes NEP Executive Steering Committee
 - Establishes National Exercise Schedule (NEXS) and the Corrective Action Program (CAP)
- The Deputy Secretaries across the Federal Government reviewed and approved the HSEEP Volumes on January 26th
- President approved the NEP in April



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HSEEP Compliance

HSEEP compliance is adherence to specific HSEEP-mandated practices for exercise design, conduct, evaluation, and documentation

- HSEEP compliance includes four distinct performance requirements:
 1. Conduct annual Training and Exercise Plan Workshop (T&EPW) and develop and maintain Multi-year Training and Exercise Plan
 2. Plan and conduct exercises in accordance with guidelines in HSEEP Volumes I-III
 3. Develop and submit a properly formatted After Action Report/Improvement Plan (AAR/IP)
 4. Track and Implement corrective actions identified in AAR/IP



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HSEEP Compliance in Detail

- Sub-requirements of compliance categories include:
 1. T&EPW Multi-year Training and Exercise Plan
 - Should reflect capabilities-based planning
 - Should follow “building-block approach”
 2. Exercise Planning and Conduct
 - Should include appropriate documents, including Situation Manual (SITMAN), Exercise Plan (EXPLAN), Master Scenario Events List (MSEL), Controller/Evaluator (C/E) Handbook
 3. After Action Reporting
 - Should be based on observations collected using Exercise Evaluation Guides (EEGs)
 - Should be finalized at an After Action Conference
 4. Improvement Planning and Corrective Actions
 - Should be measurable, with specific deadlines and leads
 - Should be monitored and reviewed as part of organizational CAP



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HSEEP Policy and Guidance Tools

- To translate HSEEP Policy and Guidance into everyday exercise and evaluation use, DHS has developed several tools, including:
 - Exercise Evaluation Guides (EEGs)
 - Promote consistent capture of exercise performance
 - Act not as a scorecard, but as an observations-collection tool
 - Assist evaluator in development of AAR/IP
 - AAR/IP Template
 - Provides outline for development of final AAR/IP
 - Promotes consistent format across Federal, State, and local after action reporting and improvement planning



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Exercise Training Curriculum

DHS provides a variety of opportunities for HSEEP-related training

- HSEEP Mobile Course
 - Includes train-the-trainer materials to encourage dissemination of HSEEP training
 - Direct delivery course with approved HSEEP trainers
 - Course divided into seven modules
 - Application available on HSEEP website
- National Standardized Exercise Curriculum (NSEC)
 - Independent Study (e.g., IS-120.A, IS-130)
 - Master Exercise Practitioner Program (MEPP)
 - Currently coordinating with FEMA on standardized exercise course curriculum



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HSEEP Technology

Technological products are the key tools through which users will interface with and adopt HSEEP policies

- HSEEP technological tools include:
 - HSEEP Website
 - HSEEP Volume IV Library
 - HSEEP Toolkit
 - NEXS System
 - Design and Development System (DDS)
 - CAP System
 - Exercise Evaluation Guide Library (EEGL)
 - Lessons Learned Information Sharing (LLIS.gov)



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HSEEP Toolkit



* Items marked in gray are under development



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HSEEP Website



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HSEEP Website

- Serves as central repository for all HSEEP-related content, including:
 - HSEEP Volumes I-V
 - IS-120A, the HSEEP Mobile Course, and other training opportunities
 - Links to other HSEEP technology products, including NEXS, DDS, and the CAP System
 - HSEEP newsletters and information bulletins
 - Links to other online resources, including the Responder Knowledge Base, Terrorism Knowledge Base, and the Preparedness Directorate



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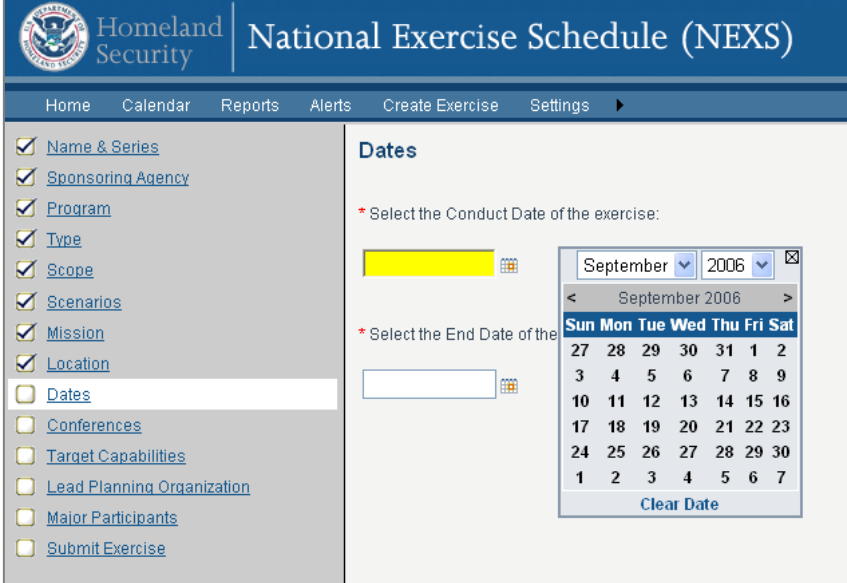
NEXS System



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NEXS System

- NEXS System is the Nation's comprehensive online scheduling tool:
 - Facilitates scheduling
 - Facilitates deconfliction
 - Facilitates synchronization of exercises
- Compiles all National-level, Federal, State, local, territory, and tribal exercises
- Serves as a management tool and reference document for exercise planning



The screenshot shows the NEXS web application interface. At the top is the Homeland Security logo and the title "National Exercise Schedule (NEXS)". Below this is a navigation bar with links: Home, Calendar, Reports, Alerts, Create Exercise, and Settings. The main content area is divided into two panels. The left panel contains a list of fields with checkboxes: Name & Series, Sponsoring Agency, Program, Type, Scope, Scenarios, Mission, Location, Dates, Conferences, Target Capabilities, Lead Planning Organization, Major Participants, and Submit Exercise. The right panel is titled "Dates" and contains two sections. The first section, "Select the Conduct Date of the exercise:", has a yellow input field and a calendar icon. The second section, "Select the End Date of the exercise:", has a white input field and a calendar icon. A calendar for September 2006 is displayed, showing days of the week and dates. The calendar is currently showing September 2006, with the 1st of the month highlighted. A "Clear Date" link is at the bottom of the calendar.



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DDS



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DDS

The DDS is equal parts project management tool and comprehensive tutorial for the design, development, conduct and evaluation of exercises.

Provides users with:

- Customizable timelines
- Exercise task lists
- Templates and reference documents
- Exercise planning tips
- Interactive HSEEP guidance
- Ability to email planning team tasks, updates, guidance and alerts

The screenshot shows the HSEEP Toolkit Design and Development System (DDS) interface. The header includes the Homeland Security logo and the title 'HSEEP Toolkit Design and Development System'. The main content area is divided into a left sidebar with a task list and a main workspace. The task list is organized into sections: 'I. Foundation' (Project Timeline, ID Planning Team, Assign Responsibilities) and 'II. Design and Development' (Concepts & Objectives, Draft Purpose & Scope, Schedule C&Q, C&Q Read-Ahead, Develop C&Q Documentation, Provide C&Q Minutes, Initial Planning Conf., Schedule IPC, IPC Read-Ahead, Finalize Task List, Participants/Dates, Draft Objectives, Determine Scenario, Develop IPC Documentation, Provide IPC Minutes, Develop EXPLAN, Develop MSEL). The main workspace displays the 'Project Management Timeline' section, which includes a 'Develop timeline' task assigned to Josh Fishburne with a status of 'Completed'. Below this, there is a 'Documents' table with columns for Build, Template, Upload, My Document, and Status. The table shows a document named 'Project Management Timeline_OB' with a status of 'Completed'. At the bottom, there is a progress bar showing the completion status of various sections: Foundation (100%), Design & Devel. (18%), Conduct (0%), Evaluation (0%), and Improv. Planning (0%).

Build	Template	Upload	My Document	Status
	Project Management Timeline_OB			Completed



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CAP System



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CAP System

The CAP System is a web-based application that allows homeland security officials to track, prioritize, and analyze corrective actions following exercises or real-world events

- Enables users to:
 - Quickly enter data from a finalized AAR/IP
 - Track the progress of corrective action implementation
 - Analyze and report on trends in improvement plans
- System processes consistent with HSEEP, specifically Volume III, *Evaluation and Improvement Planning*
- Version 1.0 was released on November 10; Version 2.0 will be released in March 2007

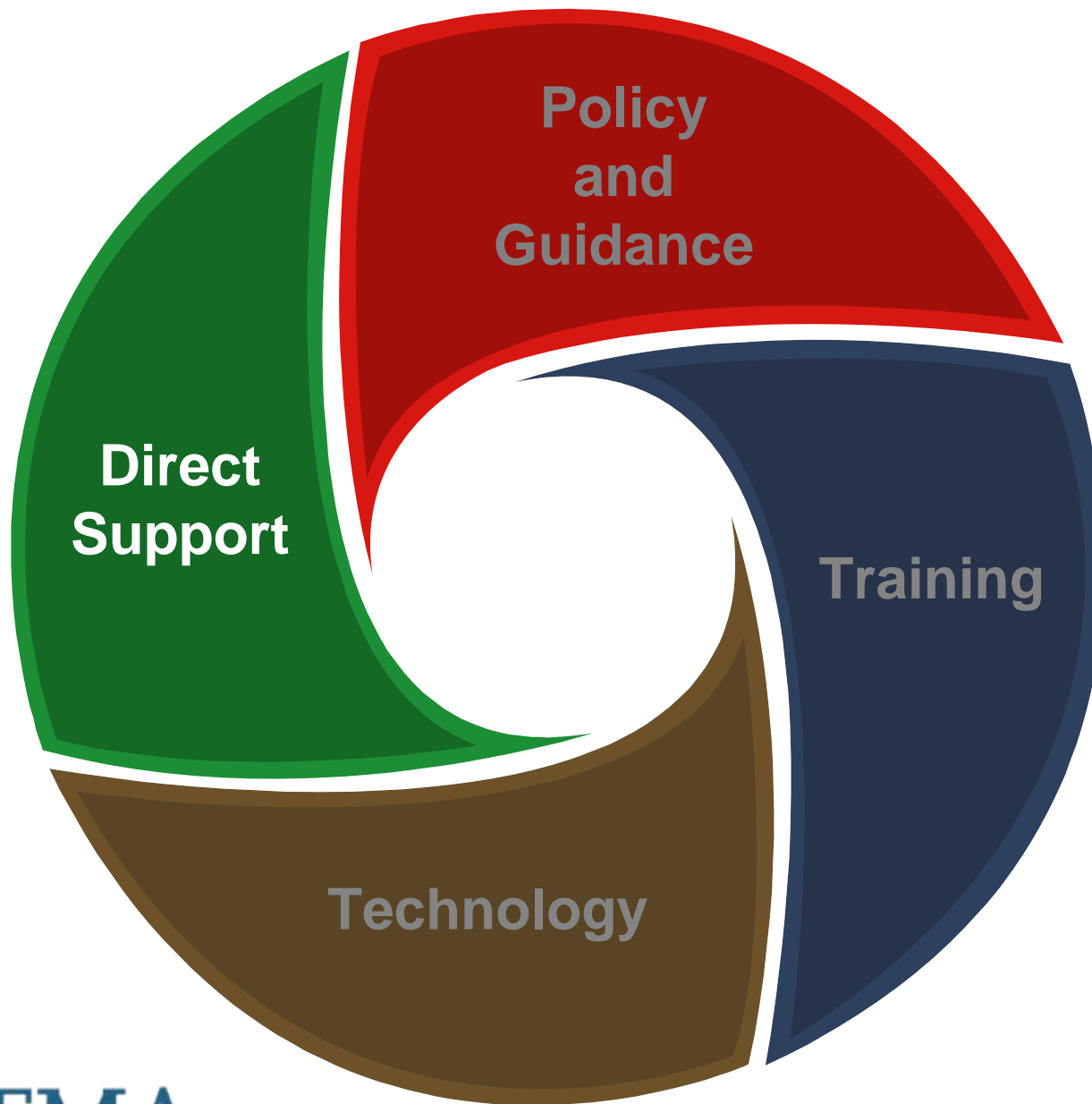
The screenshot displays the 'Corrective Action Program (CAP) System' interface. At the top, there's a header with the Homeland Security logo and navigation links: Home, Content Management, Reports, Resources, Help, Feedback, and Logout. Below the header, the page title is 'CAP System: Improvement Plan Dashboard'. The main content area is divided into two columns. The left column shows 'Event Name: Louisiana State Hurricanes Katrina and Rita After-Action Conference' and 'Current Improvement Plan Completion Percentage: 0%' with a progress bar. The right column shows 'Event Type: State/Local Exercise', 'Event Dates: 03/06/2006-03/06/2006', 'Primary Location: Baton Rouge, LA', and 'Primary POC: Fudge, Neal'. Below this, there's a section for 'Improvement Plan | Overview | Participants' with a link to 'Add New Recommendation'. A table titled 'Recommendations and Action Items' follows, with columns for Recommendation, Target Capability, and Current Completion %. The table contains one row for 'Emergency Operations Center (EOC) Operations: Create a State emergency operations center that has the capability to manage operations during a catastrophic event. View Details', with a target capability of 'Emergency Operations Center Management' and a completion percentage of 0%. Below the table, there's a section for 'Action Items' with links for 'Edit Priorities' and 'Add New Action Item'. A table titled 'Action Items' follows, with columns for Priority, Name, Capability Element, Primary Agency, Primary Action Officer, Date Due/Date Completed, Status, and % Complete. The table contains one row for 'Emergency Operations Center (EOC) Operations: Stand up independent Command Posts. View Details', with a capability element of 'Organization', primary agency of 'LA - GOHSEP (Governor's Office of Homeland Security and Emergency Preparedness)', primary action officer of 'Fudge, Neal', date due of '12/31/2007', status of 'In Progress - On Schedule' (indicated by a yellow circle), and a completion percentage of 0%.

Recommendation	Target Capability	Current Completion %
Emergency Operations Center (EOC) Operations: Create a State emergency operations center that has the capability to manage operations during a catastrophic event. View Details	Emergency Operations Center Management	0%

Priority	Name	Capability Element	Primary Agency	Primary Action Officer	Date Due/Date Completed	Status	% Complete
	Emergency Operations Center (EOC) Operations: Stand up independent Command Posts. View Details	Organization	LA - GOHSEP (Governor's Office of Homeland Security and Emergency Preparedness)	Fudge, Neal	12/31/2007	In Progress - On Schedule	0%



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Direct Support

- Direct Support Application (available to all States/territories/UASIs, but the application must be submitted by the SAA)
 - Reviewed by panel of Exercise Managers
 - Priorities
 - Exercises
 - Cross Border
 - Infrastructure
 - Prevention
 - Training and Exercise Plan Workshops
 - HSEEP Mobile Training Course

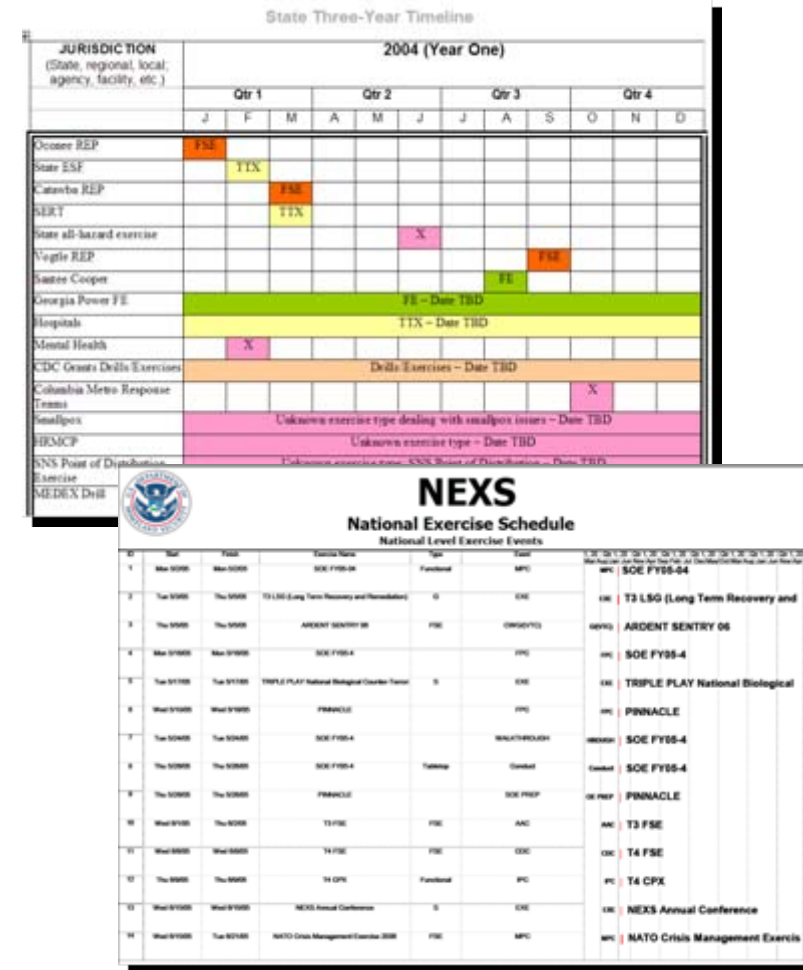


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Training and Exercise Plan Workshop

Multi-Year Training and Exercise Plan

- Coordinates ALL state training and exercise activities
- Based on State Homeland Security Strategy
- Required by Grant Guidance
- Populates the National Exercise Schedule



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